



**Tillamook Urban Renewal Agency
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**TURA Regular Meeting
Thursday, July 22nd, 2010
5:30 P.M.**

Board Members Present:

Chairman Don Hurd,
Vice-Chair Suzanne Weber
Joe Martin
Carolyn Decker
Alene Allen

Board Members Absent:

Sean Lambert - excused

Staff Present:

Debbi Reeves: Administrative Assistant

Guests/Public:

Lynda Casey
Tony Faulkner

1. **Chairman Don Hurd** called the meeting to order at 5:30 P.M. **Reeves** called the roll noting Lambert was excused. Hurd noted Lambert had asked about once a month meetings. Board discussion and consensus was that 2 meetings are needed monthly.

2. **Chairman Hurd** asked if there were any corrections to the minutes of the July 8th meeting and there were none.

- **Weber made a motion to approve the minutes of July 8th, 2010 meeting as presented. Allen seconded the motion. Ayes were received by all members seated and the motion passed unanimously.**

3. **Chairman Hurd** asked **Reeves** if there was any explanations of the bills. **Reeves** noted the \$6000 check to Tillamook County was to help with the FEMA Preliminary Flood Map Appeal and that the \$10,350 check to Columbia Cascade was full payment for the 10 new trash receptacles being placed downtown. She also mentioned a transfer had been made from the General Fund to the checking account to cover these large payments.

- **Decker made a motion to pay the bills in the amount of \$16,507.50. The motion was seconded by Martin. Ayes were received by all board members present and the motion passed unanimously.**

4. **Chairman Hurd** noted the financial statement for June 30th, 2010 was received shortly before the meeting and asked **Reeves** if she had any comments. **Reeves** noted that **Gervasi** should go over the financial statement prior to approval since this is the year end statement and he had not seen it yet. **Reeves** asked if the board would wait until the next meeting to give **Gervasi** time to look at it before accepting it. **Chairman Hurd** said the June 30th financial report would be tabled until the August 12th meeting.

5. There were no Non- Agenda Items and no public comments.

6. Pending Business:

- a) **Chairman Hurd** announced board vacancy interviews were next on the agenda. He stated there is another applicant that asked to be interviewed at the August 12th meeting as he could not attend the meeting tonight. He asked for board consensus on this and everyone agreed to interviewing those here now and also interview on the 12th.

The first applicant, **Tony Faulkner**, was asked questions by the board. He explained why he was interested in the position and also explained his work history. He was asked about time constraints but felt he had the time to commit. **Faulkner** explained his affiliation to the 2nd Street Public Market as his wife is one of the vendors. **Chairman Hurd** thanked **Faulkner** for his interest and coming before the board.

The next applicant was **Lynda Casey**. Hurd asked about her position with the City of Tillamook and why she was interested in being on the board. She explained she had recently moved into the city limits and had the time to commit to community activities. She spoke about her involvement with several different city committees. She mentioned urban renewal is a high interest to her and felt she would bring in fresh ideas. She also enjoys working with the public and does not have any time constraints keeping her from attending meetings. **Chairman Hurd** thanked **Casey** for coming to the meeting and her interest in the board position.

- b) **Hurd** asked **Reeves** how the TURA brochures were coming along. She stated the proof had been reviewed and they are in the process of being printed. The brochures should be ready next week.

Hurd mentioned he had spoken with the **Susan Trabucco**, Editor of the **Coast River Business Journal**. He had **Reeves** contact her about a story on the TURA

and **Trabucco** said she is short staffed now but would love to do a story soon.

Weber mentioned the **Pacific House Restaurant** has a booklet that lists central coastal businesses. This was discussed and the possibility of them showcasing the TURA and the **Janac** building.

- c) **Hurd** explained the **Janac** Building update and discussion would be moved to the end of the meeting for Executive Session under ORS 192.660 (2) (e) Real Property Transactions.

7. New Business:

- a) **Chairman Hurd** addressed the issue of the agreement from **Rich Gitschlag** of **North Coast Engineering**. The agreement and scope of services included in the board packet showed an estimate of services for \$1500. **Hurd** explained the board had approved up to \$1000 for engineering services of the 1st Street Parking Lot. **Hurd** and **Gitschlag** had met and discussed the parking lot development. The landscaping behind **NAPA**, underground lighting, PUD service and the future of the parking lot was discussed. The required electrical power for the parking lot was discussed. **Reeves** explained the lighting fixtures on the concept drawing.
 - **Weber made a motion to approve the contract with Richard Gitschlag dba North Coast Engineering for the new amount of \$1500. Martin seconded the motion. The board discussed PUD issues, underground issues and decorative lighting. Hurd called for the vote and ayes were received by all board members seated. The motion passed unanimously.**

Reeves will contact PUD and find out about underground issues for the parking lot. She will also contact **Gitschlag** and speak with him about the board discussion of underground electrical.

- 8. **Decker** reported the Streetscapes Committee had walked about town and determined the placement of the new trash receptacles. The cans are in the approximate vicinity of the old trash cans. This was discussed.

Weber mentioned ODOT representatives had been at the last city Beautification meeting and reported on the project alternatives and how they would affect the 2 parks, the **Susan H. Elmore Park** and the **Hoquarton Trail Park**. **Weber** went over the retaining walls, bridges and park access and these were discussed. **Hurd** mentioned the TURA involvement with relocation and sidewalks. **Decker** stated ODOT informed the Streetscapes Committee members that were in attendance of the meeting that any underground improvements on Main and Pacific would have to be in place prior to ODOT coming in and widening the streets. They would not be able to put in new underground wiring and water lines at the time they widen the streets. The board discussed the amount of money to undertake a project like this and discussed engineering as well

as electrical power.

Decker stated the ODOT representatives had talked about a Transportation Enhancement Grant and gave her a couple of contact names. The board discussed grant and writing grants. **Gervasi** may be able to write the Transportation Enhancement Grant otherwise TURA could find a grant writer. **Weber** and **Decker** both agreed the City Council should be made aware of the concerns and interests of the TURA so they can get these issues out to the public.

Hurd mentioned there is a meeting on July 29th at the library with **Representative Debby Boone** and he will take copies of the Loan-Grant Program and the Façade Grant Program to hand out. **Senator Betsy Johnson** will be there also. Downtown wiring needs to be addressed now. **Allen** asked about PUD's involvement in this. **Weber** and **Martin** will bring this up at the next council meeting and **Weber** will contact **Sheila Lyons** and **Pat Roberts** about the Transportation Enhancement Grant.

Decker noted the last thing the Streetscapes Committee had discussed was improvements to the building and businesses next to the **Janac Building** on Main Avenue. They will work on that block.

Hurd mentioned the importance of window display. **Weber** commented the EDC offered classes on how to attract business. The flower baskets and care of the baskets was also discussed. The board would like to figure out a way to get the businesses to take pride in ownership and their image in downtown Tillamook.

Hurd asked **Reeves** if she had heard anything from **Andy Stricker** regarding the **Beal Building**. She reported **Stricker** and **Saito** (building owner) were to have met on July 21st so she expected a report any time.

9. **Hurd** commented on the correspondence from **County Commissioner Mark Labhart** regarding the list of FEMA Appeal potential contributors. He wanted a more extensive list and will contact **Labhart** for more information. The board discussed the FEMA appeal.

10. Concerns of the Board:

Weber reported that the Beautification Committee had asked her to speak with the TURA Board about their possible involvement in helping with the costs of new playground equipment for **Goodspeed Park**. She explained the structure being looked at and the costs. **Ed Armstrong**, who was a member of the committee, had a list of potential contributors. **Hurd** thought maybe the TURA could do a matching contribution. Discussion followed. **Weber** will get the list from **Armstrong** and get a letter out for community involvement.

11. **Hurd** announced the meeting would adjourn into Executive Session per ORD 192.660 (2) (e) and then read the disclosure statement. The meeting went into Executive Session at 6:40 P.M.

The Regular meeting of the TURA reconvened at 7:11 P.M. by **Chairman Hurd**.

- **Weber made a motion to prepare an agreement giving John Janac 90 days from July 30th, 2010 to pay the taxes on the Janac Building and to authorize the payment of up to \$1,600 to Energized Electric for final electrical costs of the fire suppression system on the Janac Building and encourage Janac to establish a new account at TLC Federal Credit Union within 2 weeks and to come current with payments on his loan with the TURA. The motion was seconded by Hurd. All board members voted aye and the motion passed unanimously.**

Hurd handed out a list of items to discuss at the next meeting and adjourned the meeting at 7:12 P.M.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

Don Hurd – Chairman